

LONDON AVENUE CANAL REQUEST FOR QUALIFICATIONS (CALL TO ARTISTS)

RFQ Release Date: November 1, 2019

Pre-Submittal Meeting (Optional Q&A for Applicants): December 2, 2019, 4:00 – 5:00 PM (CST)

Deadline for Submitting Questions: December 18, 2019

Qualification Submission Deadline: December 20, 2019 at 5:00 PM (CST)

Evaluation Committee Shortlist Selection Date: Week of January 6, 2020

Notification of Shortlist: January 10, 2020

Eligibility & Minimum Requirements

This call is open to professional artists or artist teams led by a professional artist. Community groups or non-professional artists must submit their application in conjunction with a professional artist who meets the eligibility requirements.

A professional artist is an artist who meets at least two of the following criteria:

- Has specialized training or acquired knowledge in the artistic field (not necessarily in academic institutions);
- Has presented their artistic activity to the public by means of exhibitions, publications, performances, readings, screenings or other means;
- Has received public or peer recognition as a professional artist;
- Is committed to devoting time to artistic activity and has received compensation from artistic activity that may reasonably be considered to be income.

To qualify, professional artists must:

- Be 18 years of age or older.
- Have at least 5 years of experience as a professional artist.
- Carry personal liability insurance for the duration of the project until installation is complete and accepted.
- Meet all contractual obligations, legal requirements, and adhere to the timeline provided.

Selection Process

Public Art School. As part of this initiative, the Arts Council has partnered with the Water Leaders Institute and Prospect New Orleans to introduce *Public Art School*, a specialized training designed to equip artists with technical knowledge related to critical civic issues facing New Orleans, while providing peer-to-peer learning/mentorship and social/networking opportunities for the cohort. Artists who are interested in submitting qualifications for this opportunity are **encouraged** to attend **the optional part one** of Public Art School, which will take place during the qualifications period (see “Round One: Qualifications” below). Shortlisted finalists will be **required** to attend the **mandatory part two** of Public Art School, a cohort training to take place during the proposal period (see “Round Two: Shortlist” below).

Round One: Qualifications. This Call to Artists is a request for artist qualifications only. Eligibility requirements will be evaluated by a qualified artist selection committee composed of professionals from the art, design, and architecture communities. The Selection Committee will recommend a shortlist based on the overall ranking.

Artists can register here to attend the **optional part one** of Public Art School, including the Public Art 101 and Water and Community Resilience 101 Workshops: <https://artsneworleans.networkforgood.com/events/16765-public-art-school>.

Round Two: Shortlist. **Artists on the short list will be required to participate** in the **mandatory** part two of Public Art School, and will receive a stipend of \$350 for an estimated 12-15 hours of training activities between January - April 2020 (see below for additional information). During this training, the cohort of shortlisted artists will learn about specific challenges and interventions in the Gentilly Resilience District from local residents and technical experts.

Upon completion of Public Art School, *shortlisted* artists will be invited to submit public art proposals. Short list artists will receive the \$350 honorarium upon submission of the proposal. Artists or teams invited to submit a full proposal will be required to provide a detailed budget, including the cost of labor, materials, and logistics for the creation, execution, and installation of the artwork. The proposal will also include a preparation schedule, detailed narrative, and long-term maintenance plan. Finalists will also be required to take part in a final presentation and interview process. The Selection Committee reserves the right to reject any incomplete application.

During the review of proposals, the Selection Committee may:

- Conduct reference checks relevant to the solicitation to verify any and all information, and rely on or consider any relevant information from such cited references or from any other sources in the evaluation of proposals;
- Seek clarification of a proposal or additional information from any or all proposers and consider the same in the evaluation of proposals; and
- Request interviews/presentations with any, some or all proposers to clarify any questions or considerations based on the information included in proposals, and

Evaluation Criteria

Round one submissions will be evaluated based on the following criteria:

- Artistic excellence: quality, creativity, and uniqueness of the applicant's past work as demonstrated by the work samples. (25 points)
- Demonstrated proficiency in craftsmanship and technical knowledge of the materials and techniques in the artist's chosen medium. (25 points)
- Evidence of past community engagement experience and a demonstrated interest in creating civically-engaged public art and/or social practice (community participation will be a requirement of selected projects). (25 points)
- Demonstrated experience working with residents and communities and a commitment to incorporating the visions of community members in the public art design. (15 points)
- Statement of Qualifications submittal including quality, clarity, organization, etc. (5 points)
- Proposed hourly rate of remuneration. (5 points)

Statement of Qualifications & Submission Requirements

Round one applicants must prepare and submit the following requirements by 5:00 PM (CST) on **December 20, 2019**. Incomplete applications will not be considered.

Submissions must include:

1. **Letter of Interest:** (Max. 650 words) In your letter of interest, include:
 - a. A general introduction to your work. Be sure to discuss the concepts and ideas you explore and present in your practice.
 - b. An explanation of your interest in the theme of climate vulnerability and resilience, including any prior experience exploring this topic through your work.
 - c. A description of your experience incorporating community engagement into your artistic practice.
 - d. If applying as a team, clearly describe the contribution of each collaborator.
 - e. Proposed hourly rate of remuneration.
2. **Resume:** (Max. 2 pages) Tell us about your professional experience and accomplishments as an artist. If applying as a team, the team may submit a maximum of four one-page resumes.
3. **Work Samples:** (Max. of 10) Provide digital images, audio, or media files with corresponding titles to match the Work Sample Description list.
4. **Work Sample Description List:** (Max. 2 pages) For each work sample submitted, list the work sample's title, date, size, and medium. You may also list the location of works currently on exhibition in galleries and/or public spaces.
5. **Conflict of Interest Statement:** Applicants must complete the Conflict of Interest statement. See Exhibit A.

Scope of Work

Selected artists will be required to:

- Present their approved public art proposal to the Design Advisory Committee (DAC) in June 2020.
- Deliver a public artwork according to the media and scope in their approved public art proposal.
- Complete and install artwork by December 31, 2020.
- Attend a public art opening celebration on January 9, 2021 (preliminary date).

Submission Instructions

Round one applications can be submitted online or via hand delivery by 5:00 PM (CST) on **December 20, 2019**.

Online applications can be submitted using the Arts Council's Submittable platform. To apply online on Submittable, click this link: artscouncilofneworleans.submittable.com/submit/151818/london-avenue-canal-request-for-qualifications.

- You will be redirected to our Submittable page, which contains our current artist opportunities.
- Click the Submit button next to the opportunity that you wish to apply for, or if you are already within an opportunity, scroll down to the "Create your account / Have an account?" sign-in form.
- If you already have a Submittable account, click the "Have an account? Sign-in" tab to sign-in. If you don't remember your password, use the "Forgot?" link on the login form.
- If you don't have a Submittable account, you must create one to apply. Create your free account by filling out the "Create your account" form. Fill in all information and click the "Create Account and Continue" button to continue with the submission process. You can now use this account login when submitting to all future Arts Council opportunities.

Applications may also be submitted via hand delivery to the Arts Council's office located at 1307 Oretha Castle Haley Blvd #100, New Orleans, LA 70113. Applications submitted via hand delivery must be submitted in a sealed envelope.

Project Timeline

The project timeline is as follows. *This schedule is subject to change.*

Artist Selection Phase I: Submission of Qualifications

RFQ Release Date: November 1, 2019

Pre-Submittal Meeting (Optional Q&A for Applicants): December 2, 2019, 4:00 – 5:00 PM (CST)

Public Art 101 Workshop (Public Art School, part one): Option of November 21, 2019, 4:30 – 7:30 PM **or** November 23, 2019, 11:00 AM - 2:00 PM

Water and Community Resilience 101 Workshop (Public Art School, part one): Option of November 19, 2019, 5:30 – 7:00 PM **or** November 23, 2019 2:15 - 3:45 PM

Deadline for Submitting Questions: December 18, 2019

Qualification Submission Deadline: December 20, 2019 at 5:00 PM (CST)

Evaluation Committee Shortlist Selection Date: Week of January 6, 2020

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Artist Selection Phase II: Public Art Proposal

Project Kick Off and Walking Tour (Public Art School, part two): January 18, 2020

Artist and Community Workshop 1 (Public Art School, part two): February 1 or February 15, 2020

Artist and Community Workshop 2 (Public Art School, part two): March 7 or March 14, 2020

Artist and Community Workshop 3 (Public Art School, part two): April 4, 2020

Concept Proposal Submission Deadline: May 8, 2020

Final Interviews & Presentations: Week of May 18, 2020

Announcement of Selected Artists: May 29, 2020

Design Advisory Committee (DAC) Presentation: June 2020

Deadline to Complete & Install Artwork: December 31, 2020

Preliminary Date Opening Celebration: January 9, 2021

Questions

Questions about the project should be addressed to:

Sarah Woodward

Programs Director, Arts Council New Orleans

sarah@artsneworleans.org

1307 Oretha Castle Haley Boulevard Suite 100